

Town of Arlington

Community Development Block Grant

Draft Annual Action Plan, Fiscal Year 2019

Available for Public Review

April 26, 2018-May 25, 2018

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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The Town of Arlington estimates it will receive a Community Development Block Grant fund of \$1,019,000 from the U.S. Department of Housing and Urban Development for Program Year 18, operating between July 1, 2018 and June 30, 2019. Based on past performance the Town estimates it will receive approximately \$60,000 in program income. Applications have been received and the CDBG Subcommittee has met to analyze this year's applications. This year the subcommittee used a Grant Evaluation Scoresheet to help score each application and decide on funding. The rubric for the scores was a part of this year's CDBG application. Please see the scoresheet attached.

This year the Town received twenty-two funding requests from fifteen organizations and town departments for a total of \$1,758,870. Majority of the applications are the identical to year's past: Rehabilitation/Housing, Public Service programs, Public Facilities and Improvements, Planning projects and General Administration. There are two exceptions: this year, the Conservation Agent through the Department of Planning and Community Development applied an ADA-compliant trail at Spy Pond as a part of a larger Spy Pond project. And secondly, instead of applying in the category of social service for the delivery of their food, this year Food Link is applying for funding to help purchase land on which they are looking to build a new facility.

The initial draft of the Annual Action Plan and the report to Town Meeting included contingency language outlining the Town's funding plan, should it receive far more or less than estimated. The report outlined that all subrecipients would receive an equal percentage increase or decrease in funding, should the town receive a far greater or smaller amount than expected. Exempt CDBG activities which impacted staffing and future planning would not receive the same level of reductions contingent upon final budgetary allocations from the federal government. Should CDBG funding have been eliminated, the town would have considered a plan to address service and programming impacts.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This year's Annual Action Plan will help to address the following objectives outlined in the 2015-2019 Consolidated Plan:

- Strengthen communities through investment in public infrastructure, parks and open space, and public facilities.

- Maximize affordable housing opportunities by creating and preserving affordable rental and homeownership housing.
- Improve housing conditions through the operation of housing rehabilitation programs.
- Invest in public services and community facilities that provide new or improved access to programs that serve youth, seniors, and at-risk, vulnerable households.

These objectives will help create conditions for achieving outcomes including improved accessibility for residents with disabilities, an improved quality of life for our seniors and young people from families with a low to moderate income, and housing for families with low to moderate incomes.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The Town's Annual Action Plan and associated Consolidated Plan (2015-2019) provide the specifics of projects and programs undertaken by the Town. While for 2015-2016 the town had decided not to allocate new funds toward the Storefront Enhancement Program, new administration of Economic Development for the town has successfully generated renewed interest in this project and FY17 will close with three projects underway, utilizing the funds previously allocated for storefront enhancement. This year the town spent public services funding on fourteen town programs, serving residents of all ages.

Most applicants will continue to help the Town reach its goals outlined in the 2015-2019 Consolidated Plan. One annual subrecipient, the Arlington Home Rehabilitation Program has had challenges finding eligible residents interested in participating in their program. This has resulted in far fewer home rehabilitation projects than originally anticipated at the creation of the Consolidated Plan. This lack of demand has forced the CDBG Subcommittee to reduce their annual allocation to \$25,000, down from \$75,000 last year, and \$225,000 in PY16 and PY15. It is difficult to assess whether this reduction in demand is a result of the increasing unaffordability of Arlington or if people are unaware of the program. The Arlington Home Rehabilitation Program is working to raise awareness of the program and hoping to bring in more applicants. The CDBG Subcommittee will reevaluate the program in January 2019 to determine the level of interest and the future need for the program.

We are on track to reach our goals outlined in our 2015-2019 Consolidated Plan. Since 2015 we helped financed new affordable rental housing: three new units were created by the Housing Corporation of Arlington and by the end of 2019, the Housing Corporation of Arlington expects to have nine new units completed and available for rent. We're halfway through our homeowner housing rehabilitation goal and through the social service programs funded with CDBG we have served just over half of the 9,800 people we set as our goal in the Consolidated Plan (5,401 vs 9,800). Finally we have completed nearly 100 ADA-compliant curb cut ramps. We have assisted three of the goal of five local businesses to update their facades and are in the midst of assisting two more to reach our goal.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

This year's Citizen Participation again included two legal notices, notifying residents of the public hearings in February and March, as well as posted notices on the Town website and public board prior to the CDBG Sub-Committee meetings. An additional legal notice announcing the Draft Annual Action Plan will be in the local newspaper the Arlington Advocate, on April 26th. This year the CDBG Administrator attended a community dinner, hosted by Arlington EATS, a community organization who previously received CDBG funding. This dinner is aimed at residents who may need assistance with enough food to eat. At this dinner, the Arlington Food Pantry had also set up a mobile site for those attending the dinner. At this dinner, residents filled out a CDBG survey, asking them to check what they believed to be the top ten most important CDBG activities. This survey was administered at one event but has sparked interest in administering this more broadly to get feedback from a broader audience. This survey will be administered in the summer of 2018.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No public comments were received. All documents from the Citizen Participation section of the Annual Action Plan will be included in AD-26. **TRUE FOR 2018-2019?**

6. Summary of comments or views not accepted and the reasons for not accepting them

No public comments were received. All comments received throughout this process would have been accepted and included in this Annual Action Plan. **RUE FOR 2018-2019?**

7. Summary

The work outlined in the Annual Action Plan for program year 2018 will continue the Town's progress toward reaching the 2015-2019 Consolidated Plan goals, with projects focusing on homeowner housing rehabilitation, capital improvements to affordable housing rental properties, Public Services programs,

accessibility through ADA-compliant curb cuts, sidewalks, and a ramp at Spy Pond, an operations facility for our food rescue organization, and general operations of the program and planning projects.

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1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
Lead Agency		ARLINGTON	
CDBG Administrator	ARLINGTON	Department of Planning and Community Development	
HOME Administrator			

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Town of Arlington
Planning and Community Development

Jennifer Raitt, Director of Planning and Community Development
jraitt@town.arlington.ma.us

Julie Wayman, Community Development Block Grant Administrator
jwayman@town.arlington.ma.us

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1. Introduction

The Town of Arlington works with the following organizations to address homelessness in town: the Housing Corporation of Arlington, the Somerville Homeless Coalition, Arlington Youth Counseling Center (AYCC), the Arlington Police Department, and the Arlington Council on Aging. Homelessness in Arlington is somewhat concentrated near to the Cambridge line. While we participate in the Point in Time homeless count each year, it is exclusively in this area that homeless individuals are found. This concentration allows town organizations to more successfully stay abreast of the homelessness situation. The Town continues to prioritize the updating and creation of affordable housing to help prevent or reduce homelessness. The Housing Corporation of Arlington and the Arlington Housing Authority are the locations to which people are referred when they are looking for housing.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The four organizations listed above work on a number of committees to provide housing and social services. The Housing Corporation of Arlington, the Town of Arlington, and AYCC are all a part of the Continuum of Care which helps to make the provision of shelter and housing for homeless individuals more organized, and the HCA, the Council on Aging and the Town of Arlington all serve on the Housing Plan Implementation Committee, a committee tasked with executing the Housing Production Plan which includes increasing affordable housing.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Arlington is a member of the Somerville-Arlington Continuum of Care. We participate in monthly meetings with service providers, as well as in the application process for the Emergency Shelter Grant (ESG). This year, Arlington included three agencies in HUD's Point in Time count of unsheltered homeless people: Arlington's Planning and Community Development Department, the Arlington Police Department, and Arlington's Council on Aging. New this year, in addition to working with an officer, Rebecca Tsopelas, a licensed mental health clinician and the Jail Diversion Clinician for the police department, also joined the count. Together the group brought a number of resources including non-perishable food, shelf-stable milk, body warmers, toiletries, coats, a grocery store gift card, and contact information for social workers in town.

The HCA has four (4) units dedicated to formerly homeless households in the Capitol Square project, and one (1) in the Kimball Farmer House. HCA's formerly homeless tenants receive social services and assistance from Somerville Homeless Coalition, a member of the Somerville-Arlington Continuum of Care (CoC). The Town and HCA are also members of the CoC. In addition, HCA runs the Homelessness

Prevention Fund (HPF) under which it raises 100% private funds from Arlington residents in an Annual Appeal for making small grants to income-eligible households to prevent homelessness. These grants assist with back rent, first month's rent, moving costs, and/or security deposits. Maximum grant is \$1500. The recipients must convince HCA they will be stable for at least 6 months to receive a grant. HCA raises approximately \$30,000 annually for the program. Since its inception, HCA has provided over 600 grants totaling \$953,000.

The HCA can refer clients to service providers within the Continuum of Care and the CoC provides services to HCA tenants. The HCA runs a program called the Homelessness Prevention Fund (HPF) under which it raises 100% private funds from Arlington residents, and makes small grants to income-eligible households to prevent homelessness. These grants assist with back rent or utilities, moving costs, and security deposits. HCA raises approximately \$30,000 annually to assist with homelessness prevention. Since its inception, HCA has provided over 600 grants totaling \$953,000 to over 500 people.

The Town also has a Director of Veterans' Services or a Veterans' Services Officer (VSO). This department is able to assist Arlington veterans to prevent or stop homelessness. Through the State Mass General Law Chapter 115 program that provides funding to Arlington to help veterans with a variety of needs, including providing them with three days of immediate hotel housing. The process beyond the three days, should a vet need more than temporary shelter, is to bring the individual to Court Street in Boston where they can be introduced to a number of additional benefits, including signing them up for HUD's Veterans Affairs Supportive Housing (VASH) vouchers. The Director of Veterans' Services has not worked with any homeless veterans this year.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Arlington refers clients to social service providers in the Somerville-Arlington Continuum of Care and work with the providers on developing performance standards, policies and procedures.

The town participates in meetings with the Somerville-Arlington Continuum of Care and helps to make decisions for ESG funds. This year the CoC updated the Resource Guide for People Homeless in Somerville and Arlington, the Governance Charter, and the Somerville/Arlington CoC HMIS Policies and Procedures. **Please see attached.**

2. Agencies, groups, organizations and others who participated in the process and consultations

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	SOMERVILLE HOMELESS COALITION
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Arlington is a member of the Somerville-Arlington Continuum of Care. We participate in monthly meetings with service providers, as well as in the application process for the Emergency Shelter Grant. The Somerville Homeless Coalition provides homeless and near homeless individuals, including the elderly, with support services and housing solutions. This continued relationship ensures Arlington has a potential resource for financing for affordable units for homeless individuals, should the town have an opportunity to create such a space.
2	Agency/Group/Organization	HOUSING CORPORATION OF ARLINGTON
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington works closely with the Housing Corporation of Arlington (HCA) in order to enhance coordination between public and assisted housing providers. The HCA runs a program for preventing homelessness, and makes small grants to income-eligible households to prevent homelessness. Ongoing consultation has allowed the town to support HCA and to play a role in ensuring their success in updating their affordable housing portfolio and to create new affordable housing in town.
3	Agency/Group/Organization	Council on Aging
	Agency/Group/Organization Type	Services-Elderly Persons Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington consulted with the Arlington Council on Aging (COA) for the Housing Production Plan and continues to do so with the Housing Plan Implementation Committee. The COA was consulted for input on needs of elderly homeowners, renters, and those at risk for homelessness. This consultation created a new opportunity to expand the departments involved in HUD's Point in Time unsheltered homeless count which made the resources available stronger and also expanded the awareness of homelessness in town.
4	Agency/Group/Organization	North Suburban Consortium
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Affordable Housing

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington consulted with adjacent communities in the North Suburban Consortium including Malden, Chelsea, and Medford, Massachusetts. Consultation occurred during monthly meetings held during the planning process. The consultation process helped shape housing priorities and HOME funding allocations, especially in work on affordable housing in town.
5	Agency/Group/Organization	Arlington Home Rehabilitation Program
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Arlington Home Rehabilitation Program works with income-eligible homeowners and renters of 1-4 family homes in town to ensure their homes are safe to live in. This program has been experiencing a decline in eligible applicants and is working hard to increase demand through press releases and new marketing efforts, including the expansion of the program to renters. The desired outcome is more demand for the program.

Add Disability Commission?

Identify any Agency Types not consulted and provide rationale for not consulting

All relevant agencies were consulted by the Town of Arlington.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Somerville Homeless Coalition	Arlington relies on the Continuum of Care providers to supplement our homeless prevention program.
Housing Production Plan	Department of Planning and Community Development	The primary goal of the Housing Production Plan is to increase the number of deed-restricted affordable housing units in Arlington. The Housing Production Plan identified priority sites and populations. A committee, the Housing Plan Implementation Committee was created to help execute the goals of the HPP. The HPIC is working on bringing Accessory Dwelling Units before Town Meeting and working on town-wide forum to help educate residents on the current state of housing.
Community Preservation Plan	Community Preservation Committee	The Community Preservation Plan discusses use of local funds in affordable housing. The Consolidated Plan prioritizes the upkeep and creation of affordable housing which is in line with the goals of the Community Preservation Plan. CDBG projects will continue to leverage Community Preservation Act funding.
Arlington Master Plan	Department of Planning and Community Development; the Master Plan Implementation Committee	The Department of Planning and Community Development and the Master Plan Implementation Committee recommended creating a Housing Production Plan and working with the non-profit Housing Corporation of Arlington to create affordable housing. The housing element of the Master Plan encouraged a focus on the production of affordable housing which is very much in line with the town CDBG goals.

Table 3 - Other local / regional / federal planning efforts

Narrative

Please see the above narrative for the Annual Action Plan process.

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The Citizen Participation process began in December 2017 and continued through April 2018. In December 2017 the CDBG Administrator attended a community dinner organized by Arlington EATS, a local non-profit dedicated to helping feed Arlington families in need. At this dinner, the CDBG Administrator and Assistant Director were able to talk with residents about how they would prioritize CDBG-eligible activities. At the end of January and early February, legal notices were published in local newspapers to announce the application deadline to request funds for the upcoming program year, and the public hearing dates for review of proposals. Representatives from numerous local organizations attended the Board of Selectmen meeting to describe their work and CDBG applications including the Arlington Boys and Girls Club, Fidelity House, the Council on Aging, the Housing Corporation of Arlington, the Recreation Department, and Food Link. These legal notices ran in four (4) newspapers, in Chinese, Spanish, and English to broaden citizen participation.

Notice of the public hearing was posted on the Town website, and subsequent public meetings held by the CDBG Sub-Committee were also posted on the Town website. An additional legal notice announcing the thirty day public comment period on the Draft Annual Action Plan was also published in the local newspaper in April. The public comment period runs through mid-May.

On April 3, the Town hosted a Community Development Week celebration, to which the public was invited. The event started at the Thompson School in east Arlington where elected officials talked about the importance of the CDBG program. The group then walked to Menotomy Manor, the Arlington Housing Authority development, where the group toured three CDBG-funded projects: the building site of the Life and Skills Building, Operation Success, and the mini food pantry with food provided by Food Link. The event was a chance to highlight important programs and educate the public on the federal funding.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish, Chinese	Legal ads were posted in the local newspaper, and multiple non-English speaking newspapers.	No comments were received.	No comments were received. All applications were accepted.	
2	Meeting	Low-to Moderate income Residents				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	CDBG Sub-Committee Meetings	All residents	CDBG Sub-Committee meetings were held on March 1, 2018 and March 7, 2018 in the Town Hall. The Town Manager, two members of the Board of Selectmen, the Director of the Planning and Community Development Department, and the CDBG Administrator make up the CDBG Subcommittee. No members of the public attended. We did not receive any further verbal or written comments from the public.	No comments were received.	No comments were received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	All residents	The Draft Annual Action Plan for program year 44 was available to read on the Town website. The website also notified readers of the deadline to submit public comment.	No comments were received.	No comments were received.	http://www.arlingtonma.gov/departments/planning-community-development/community-development-block-grants-cdbg

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Newspaper Ad	All residents	The Draft Annual Action Plan for program year 44 was available to read and comment on in the Planning and Community Development Department in Town Hall. The legal notice announced the availability of the plan through the local newspaper.	No comments were received.	No comments were received.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The Town has been allocated \$ 1,111,355 in CDBG funds for program year 2018. To maximize the impact of the CDBG Entitlement funds, the Town expends significant general government funds and encourages all partners and projects to strategically leverage additional funds and partnerships.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,111,355	60,000	498,182			In year 4, the Town will use the Annual Allocation and estimated program income to support program activities. The amount in "Prior Year Resources" is remaining funds from an open staff position and budgeted yet uncommitted funds in IDIS from Program Years 15, 16, and 17. Please see additional narrative in AP-35.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Town of Arlington anticipates CDBG funds will leverage additional resources. Non-Entitlement funds, that will be used to further the goals of the Strategic Plan may include: the Town of Arlington, private foundations, and organizations. The following leveraged resources are anticipated during the upcoming program year:

Town General Funds: The projected Town budget commits resources for the priority activities including Public Park, Facilities, and Infrastructure, Health and Human Services (HHS), and Economic Development.

Affordable Housing Resources: Affordable Housing Developments are likely to utilize a variety of local, state, federal, and private housing resources including Community Preservation Act funding, Low Income Housing Tax Credits, the Mass Rental Voucher Program, funds for historic preservation, state and federal historic tax credits, HOME funding, and private mortgage financing. The Housing Corporation of Arlington hopes to receive \$40,000 from the CharlesBank Homes Foundation.

Philanthropy: The Boys and Girls Club receives funding from the United Way. The Housing Corporation of Arlington raises private donations from Town residents and businesses from a Walk for Affordable Housing, Homeless Prevention Appeal letter, and Annual Meeting and Membership dues.

Section 8 Funds: Section 8 is administered by the Arlington Housing Authority and provides rental subsidies to approximately 400 Arlington households.

Community Preservation Act: Community Preservation Act fund resources will be used for affordable housing, public facilities, and capital improvements.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

No publically-owned land is intended to be used to address priority needs.

Discussion

The priorities identified within the Strategic Plan are the outcome of a comprehensive effort to identify community needs. The Strategic Plan assesses the resources available to meet those needs. The Town of Arlington's investments will leverage public and private funds to address the needs of low-income populations through economic development, affordable housing production, community development, and public facilities improvements.

The amount in "Prior Year Resources" includes \$37,480.71 in remaining funds from an open staff position. It also includes \$460,701.03 of funds which were budgeted yet uncommitted funds in IDIS from Program Years 14, 15, and 16.

Please see additional narrative in AP-35 screens for "Rehabilitation and Housing", "Public Facilities and Improvements", and "Planning". The remaining \$37,480.71 from unpaid salaries, the difference between the estimated CDBG allocation and the actual allocation of \$6,757, and the difference between the CDBG subcommittee approved budget and the estimated funds of \$488, will be carried forward and included in the development process of the town's CDBG funding for PY18. This is a total of \$44,725.71. This amount plus the total funds in AP-38 Project Summary (\$1,558,043.03) is equal to \$1,602,768.74, the Total Expected Amount Available, noted above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing Rehabilitation	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$200,000	Rental units rehabilitated: 8 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Housing Rehabilitation	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$25,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit
3	Public Infrastructure	2015	2019	Non-Housing Community Development		Public Facilities, Infrastructure, and Parks	CDBG: \$517,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1239 Persons Assisted
4	Public Facilities	2015	2019	Non-Housing Community Development		Public Facilities, Infrastructure, and Parks	CDBG: \$300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2111 Persons Assisted
5	Public Services	2015	2019	Homeless Non-Homeless Special Needs		Public Services	CDBG: \$167,883	Public service activities other than Low/Moderate Income Housing Benefit: 712 Persons Assisted
6	Planning and Administration	2015	2019	Planning and Administration			CDBG: \$214,335	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing Development
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	Goal Description	Funds will be used to update the affordable housing rental inventory for low-to-moderate-income households.
2	Goal Name	Housing Rehabilitation
	Goal Description	Funding of the Arlington Home Rehabilitation Office to continue a loan program that assists residential homeowners and renters of one- to four-family residences in the renovation of their properties. The Arlington Home Improvement Loan Program (AHILP) offers financial assistance to low and moderate-income homeowners by providing low interest (1.75 %) and deferred loans with CDBG funds. The loans make possible home repairs and to correct violations of existing building code standards that can be detrimental to the health and safety of the occupants. While the town plans to fund this project again this year, funding is again dramatically reduced from years past. Over the years the demand for this service has remained low. This reduction in demand has led the town to reduce the funding this year with a plan to reevaluate future funds depending on this next fiscal year's performance.
3	Goal Name	Public Infrastructure
	Goal Description	Funding to construct/reconstruct wheelchair ramps in accordance with Americans with Disabilities Act Guidelines for the purpose of improving access and pedestrian safety for the elderly and disabled and to create an ADA-compliant ramp at Spy Pond, as part of a larger Spy Pond project.
4	Goal Name	Public Facilities
	Goal Description	Funding to create a new facility for Food Link, a local food rescue non-profit organization that supports many other CDBG-funded organizations through their food donations.
5	Goal Name	Public Services
	Goal Description	A range of public service programs to support vulnerable populations and improve the quality of life for low-and moderate-income persons of all ages.

6	Goal Name	Planning and Administration
	Goal Description	<p>Funding will be used to pay for at least a portion of the salary staff planners and a CDBG administrator. Responsibilities will include data gathering and analysis, local and comprehensive planning, affordable and fair housing studies and implementation, along with daily financial administration of the CDBG program and coordination of grant activities with program directors. The Administrator is also responsible for maintaining all records and completing the reporting requirements of the CDBG program as required by HUD. These funds will also be used to ensure Town compliance with the HUD Rule to Affirmatively Further Fair Housing, including but not limited to hiring a consultant to begin the Assessment of Fair Housing, and public outreach related thereto. Administrative costs will also cover overall program development, management, coordination, monitoring, and evaluation. This line item also includes funding legal advertising and training and travel costs for the Administrator. Finally, funding will allow for the administration of an annual town survey.</p>

Introduction

Year four of the Consolidated Plan again puts a high priority on affordable housing and housing rehabilitation, with just under half of the estimated funding allocated to these projects. Public Services, as has been true historically, are Town and non-profit programs that provide important services to residents. Public Facilities and Improvements will continue to address accessibility issues throughout town, with a focus on ADA-compliant ramps and the Senior Center. Planning projects will also help address affordable housing through a planning study on the current impediments to fair housing.

#	Project Name
1	Rehabilitation/Housing
2	Public Services
3	Public Facilities and Improvements
4	Planning
5	Administration

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Town continues to invest in affordable housing. This year's Annual Action Plan includes 20% for the rehabilitation of affordable rental housing and homeowner housing. This is a reduction from year's past due to receiving applications for far smaller amounts as well as a need to reevaluation the Arlington Home Rehabilitation Program's demand. Should I adjust this to reflect the rollover money available to the rehab program? As outlined in the Consolidated Plan, the town continues to invest in ADA improvements with a dramatic increase from year's passed as this year includes an ADA-compliant ramp at Spy Pond, along with a second ADA-compliant sidewalk ramp project in a high-need area.

Rehab: 450,000

Sidewalks: Department of Public Works 150+300+150?

HCA-anything left?

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AP-38 Project Summary

Project Summary Information

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1	Project Name	Rehabilitation/Housing
	Target Area	
	Goals Supported	Affordable Housing Development Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$225,000
	Description	This project supports the work to rehab residential homes, update affordable rental units, and the creation of new affordable units.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
2	Planned Activities	Funding will also contribute to capital improvements on existing affordable housing. Funding to improve and upgrade the living conditions for low and moderate-income homeowners and renters of 1-4 family structures by providing financial assistance in the form of low interest deferred loans. "Rehabilitation/Housing" funding for PY18 also includes an allocation of approximately \$475,000 in monies from prior CDBG program years which were budgeted for these activities but not funded and drawn down. The actual amount available to the Arlington Home Rehabilitation Program will fluctuate slightly with the receipt of program income and the reduction in funding with the completion of rehab jobs. This total funding amount will be reevaluated as of January 2019 as the program has been experiencing a dramatic reduction in the demand for their program.
	Project Name	Public Services
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$167,883

	Description	Public services include activities for low to moderate income residents of various ages. Activities help to provide and increase access to transportation, year-round recreation programs, health services, academic support, and job opportunities.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Services include skilled nursing care, transportation and volunteer organization for senior activities, summer and year-round scholarships for income eligible children/families to participate in programs offered by the Town's Recreation Department, the Arlington Boys and Girls Club, and Fidelity House, academic support, teens employment, and mental health counseling.
3	Project Name	Public Facilities and Improvements
	Target Area	
	Goals Supported	Public Facilities Public Infrastructure
	Needs Addressed	Public Facilities, Infrastructure, and Parks
	Funding	CDBG: \$817,000 (\$681,550.07)
	Description	Improving accessibility in targeted areas in town.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	To construct/reconstruct curb cut ramps/wheelchair ramps in accordance with ADA guidelines and to create an ADA-compliant path at Spy Pond. The Disability Commission and the Department of Public Works for the ADA-compliant sidewalk ramp projects has been awarded \$450,000 in Program Year 18 and has a remaining balance of \$231,550.07 in funding from PY 17 and prior CDBG program year budgets for this same activity. Oftentimes weather prevents the completion of the number of sidewalk ramps originally planned. The ADA-compliant path at Spy Pond has been awarded \$67,000. Finally, Food Link has been awarded \$300,000 for a new operations facility.
4	Project Name	Planning
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	
	Funding	CDBG: \$82,335
	Description	Staff work CDBG-related projects.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Duties and responsibilities involve data gathering and analysis, local and comprehensive planning and zoning, affordable housing studies and implementation, planning activities to comply with the HUD Rule to Affirmatively Further Fair Housing, including but not limited to hiring a consultant to begin an assessment of fair housing and public outreach related thereto.
5	Project Name	Administration
	Target Area	
	Goals Supported	Planning and Administration

Needs Addressed	Economic Development Affordable Housing Public Facilities, Infrastructure, and Parks
Funding	CDBG: \$90,000
Description	Staffing related to CDBG administration
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	Subrecipient management, program development, and fiscal responsibilities.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The majority of CDBG funding in Year 4 is allocated to projects for which individual person or household's income determines eligibility, not geography. The focus of the second ADA-compliant sidewalk ramp project will be the Sunnyside neighborhood, Arlington's neighborhood of highest need.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Arlington prioritizes all low and moderate income residents through the funding, rather than focusing solely on residents who live in a particular area of town. While this is again the case for most funding, there is an opportunity to replace ADA-compliant sidewalk ramps and the sidewalks themselves in the highest need neighborhood in Arlington.

Discussion

As outlined above, most CDBG dollars are spent on individuals or families making a low to moderate income. However, the subcommittee does recognize the town's needier areas and kept this in mind when directing dollars for the ADA-compliant curb cut ramp project to the areas with the highest percent of individuals with a lower income. As is typically done, most dollars were targeted to address identified needs rather than geographic targeting.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

Arlington and the surrounding area have a very low vacancy rate and the cost of housing goes up annually. Arlington is a very dense community with very little vacant land for new development. The limited amount of available land is very expensive, with much competition from private developers. The high cost of developing new housing also means longer lead times for developers to put together enough financing for a project. In addition, the cost of developing new housing means the average cost per unit is far higher than it is in other more affordable cities and towns. While HOME money is available to be spent on these projects, more money might be needed than can be spent per unit.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Town recently completed both a Master Plan and a Housing Production Plan, with recommendations for increasing housing production, especially in commercial areas, with mixed use development. Arlington Town Meeting adopted zoning amendments in 2016 to allow mixed use development and reduced parking requirements in all business zones. Since adopting these changes, the Town has permitted 2 projects, with 2 more under review. The new zoning allows additional height and more units than was previously allowed. A new policy committee called the Housing Plan Implementation Committee is also exploring allowing accessory apartments.

In the fall, Town Meeting adopted the edited Zoning Bylaw, put together by the Department of Planning and Community Development. The Town awaits the Attorney General's Office. The edits to the bylaw will now pave the way for any further zoning changes the Town would like to begin working on, such as Multi-Family by Right Zoning Project, which will allow residents to create multifamily housing in the appropriate districts without requiring any zoning relief. The Town is also continuing to work on increasing mixed use development. These efforts will mean an increase in housing, including affordable housing.

Discussion

Please see the discussion above.

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Introduction

As in previous years, the Consolidated Plan helped shape the Year 4 Annual Action Plan. The activities selected for Year 4 funding are those projects that are ready to proceed, and able to make immediate impacts to low-and moderate-income persons. Arlington is expanding accessibility improvements throughout town by adding a second Public Facilities and Improvements project: the Senior Center. Eligible activities were selected through a formal solicitation process and will provide services for residents of all ages. Selected programs are those that best address identified needs. The majority of funding is dedicated to the greatest community priority, which is safe, quality, affordable housing. The Action Plan is formally approved at Town Meeting.

Actions planned to address obstacles to meeting underserved needs

The greatest obstacle to addressing unmet needs is the lack of financial resources. The Town will seek to maximize the resources available in furtherance of the Year 4 activities.

The Town will seek to partner with private developers and property owners to create opportunities for low-and moderate-income persons. First, the Town will continue its successful efforts to expand affordable housing development through inclusionary zoning practices that require affordable housing units to be created in all new housing developments with more than 6 units. Secondly, the Town will seek to leverage additional funding, when needed, for town-wide planning projects. Lastly, the Town will use its Community Preservation Act fund resources in partnership with Community Development Block Grant to enhance its benefits.

Also, the Housing Plan Implementation Committee is looking at new strategies to increase affordable housing, including accessory apartments and a land-trust model.

Actions planned to foster and maintain affordable housing

As outlined in this action plan, the Town has budgeted more than 50% of its annual CDBG allocation toward the goal of preserving and improving affordable housing. While in Year 4 fewer funds have been dedicated to the town's home improvement loan program, more funding has been allocated to the upkeep of affordable housing by the Housing Corporation of Arlington, whose demand for affordable rental housing remains high.

Actions planned to reduce lead-based paint hazards

The Town will continue to provide funding that requires remediation and abatement of lead-based paint. In addition, the Town and the Malden Redevelopment Authority will ensure compliance with MA lead laws on all homebuyer assistance and developer-driven projects, homeowner and rental. All new affordable housing is lead-free. Lastly, the Arlington Home Rehabilitation Program and the CDBG Administrator attended a training on federal lead-safe housing.

Actions planned to reduce the number of poverty-level families

This year, Food Link is planning to acquire a property in which to open a few operations facility. This facility will increase their food capacity and allow for more accurate distribution of the food. The food provided by this organization goes directly to residents in need, helping to offset their household expenses and, theoretically, playing a role in reducing the number of poverty-level families. Additionally, the public services that provide childcare, including Fidelity House and the Arlington Boys and Girls Club, theoretically allow parents to hold jobs while their children are being cared for.

Actions planned to develop institutional structure

This year, the CDBG Subcommittee utilized a scoring system to help determine grant funding. The Grant Evaluation Criteria were included in the original application to make applicants aware of how the CDBG Subcommittee would be scoring each application. The final scores were provided at the public meeting to the Select Board.

Actions planned to enhance coordination between public and private housing and social service agencies

The Town benefits from a strong network of Arlington-based providers as well as a network of regional housing and human services providers. The Town directly operates quality programs through its Department of Health and Human Services, which will ensure coordination of its programs with regional providers.

The Town will continue to participate as member of the North Suburban HOME Consortium. Through this participation, the Town is able to effectively coordinate its housing agenda with surrounding communities.

Discussion

Please see discussion above.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The following chart identifies program income that will be available for eligible projects during program year 2018.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	75,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	75,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	73.00%

Discussion

The Arlington Home Improvement Loan Program generates approximately \$60,000 in program income annually, 15% of which is allocated to public services. The Arlington Home Improvement Loan Program utilizes CDBG funds to improve and upgrade the living conditions of low and moderate-income homeowners and occupants of one to four-family structures. The program provides financial assistance of up to \$25,000. The loans enable the homeowner to make repairs and correct violations of current building code standards that can be detrimental to the health and safety of the occupants.

Attachments

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Citizen Participation Comments

CDBG releases application

Legal Notices

BoS meetings

BoS agendas

Reprt to Town Meeting

Insert Articles and Public Hearing Evidence

Grantee SF-424's and Certification(s)

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